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ABSTRACT

This report, covering the period from June 28, 1966 to August 31, 1969, presents the goals of the Research Coordinating Unit (RCU), nine projects in which the RCU was involved, conferences and presentations by RCU personnel, a report of staffing patterns, and conclusions and recommendations. The greatest effort was directed toward the development of a computer-based retrieval system for research information, providing supporting services for Department of Education staff, and making presentations relative to RCU functions. (CH)

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FINAL REPORT
Project No. 6-2760
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ESTABLISHING A RESEARCH COORDINATING UNIT FOR THE STATE OF MISSOURI

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June 28, 1966 - August 31, 1969

U.S. DEPARTMENT OF
HEALTH, EDUCATION, AND WELFARE

Office of Education
Bureau of Research

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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INTRODUCTION

The proposal for the Research Coordinating Unit (RCU) for the Missouri Department of Education was approved by the U. S. Office of Education on June 28, 1966. The project was approved in the amount of $128,384, and covered the eighteen (18) month period from June 28, 1966 to December 31, 1967. Subsequent no-cost extensions granted by the U. S. Office of Education extended the project period to August 31, 1969.

Due to difficulties encountered in staffing the Unit, no personnel were assigned until June 1, 1967. At this time a director was appointed.

The goals for the RCU can be classified into the following areas of activities:

1. Development of an Information System
2. Research Coordination
3. Collecting and Analyzing Manpower Data
4. Inservice Training Activities
5. Supportive Services

METHOD

The RCU is located in the Vocational Division of the State Department of Education. The director of the Unit reports to the Assistant Commissioner and Director of Vocational Education.

During the period covered by this report, the Unit was staffed by the director and a secretary. In the last month of operation under the grant, five research assistants on four university campuses were available to undertake some of the RCU activities.

RESULTS AND FINDINGS

This section of the report presents the major activities of the RCU during the grant period. The activities are divided into Projects and Conferences and Presentations.

Projects in Which the RCU was Involved

1. Statewide Follow-Up Study of All 1965 High School Graduates. This study was conducted by the Guidance Services Section of the State Department of Education. It was designed to provide pertinent information about the utilization of vocational training by high school students.

   The director of the RCU was involved in this project as a supervisor in the Guidance Services Section before his appointment and continued to provide assistance in various aspects of the project.

2. Survey of Industrial Arts Teachers. This survey was conducted by the RCU and the five state colleges. The study provided information relative to the needs for inservice training for industrial arts teachers.

3. Survey of Guidance Programs in Missouri.

   This survey was conducted by the Guidance Services Section of the State Department of Education. Some of the types of information which the study provided are:

   a. Curricular provisions in the schools for presenting the world of work to students;
   b. Information dissemination procedures;
   c. School organized career conferences;
   d. Adequacy of school collection of occupational information;
   e. Counselor visits to business and industrial plants;
   f. Provisions for students to discuss careers with people on the job;

g. Provisions for vocational placement.

The RCU director provided computer programming services for this project.

4. Survey of Home Economics Teachers. This survey was conducted in cooperation with the Home Economics Department of the University of Missouri-Columbia. The purpose of the study was to determine the needs of home economics teachers relative to inservice education.

5. Evaluation of Work-Study Programs in Missouri. This study was conducted in cooperation with the Cooperative Industrial and Distributive Education Section of the Department of Education.

6. Feasibility Study for Establishing a Training Program for Calibration Technicians. This survey is being conducted in cooperation with the Jefferson College. The survey includes information from industry, area schools, and national sources.

7. Development of Selection Procedures for Practical Nursing Programs. This project is currently being conducted by one of the research assistants located at the University of Missouri-Columbia.

8. Auto-Instructional Units for Inservice Training of Counselors. These units are being developed to upgrade counselor competencies in the area of vocational counseling. This project is being conducted by one of the research assistants.

9. Development of an Information System. Considerable time was spent by the director of the Unit in the development of a computer-based retrieval system for research information. The system is currently in operation and requests for information are being processed. The major input of documents is from the ERIC files.

Conferences and Presentations

The following list of conferences, meetings, and presentations, while not being inclusive, will provide a representative picture of the kinds of activities undertaken by the RCU director.

Presentations relative to the purposes and objectives of the RCU were made to the following:

1. Vocational directors of the State Department of Education
2. Home Economics Supervisors
3. Counselor Educators of Missouri
4. Graduate level classes in various subject areas (methods of research, occupational information, community resources, etc.)
5. Cooperative Occupational Education Coordinators
6. State College Industrial Education Staff
7. Adult Basic Education Administrators and Teachers
8. Various other groups and professional organizations

Other conferences and Workshops

1. Served as a resource person at a conference on major problems facing Missourians. The conference was sponsored by the Bureau of Community Services which is located in the Office of State and Regional Planning;
2. Attended all meetings of the Midwestern States Educational Information Project. The director served as a member of the subsystem which is charged with the development of procedures and instruments for the collection of pupil data;
3. Attended a meeting of the RCU directors of Arkansas, Kansas, Oklahoma, and Missouri which was held in Kansas City, Missouri. The purpose of the meeting was to discuss (1) mutual problems, (2) approaches to these problems, and (3) the possibilities of some cooperative activities;
4. Attended a workshop on information dissemination sponsored by the

Center for Research and Leadership Development in Vocational and Technical Education. The workshop was held in Columbus, Ohio;

5. Attended a workshop for Persons with Special Needs, Washington, D. C.;
6. Attended all meetings of the Missouri Association of Educational Data Systems;
7. Attended all annual meetings of the RCU directors;
8. Attended a workshop for the development of information systems, University of California, Los Angeles;
9. Attended the annual meetings of the Missouri Vocational Association, Columbia, Missouri;
10. Attended the annual meetings of the Missouri Guidance Association, Columbia, Missouri.

RESEARCH ASSISTANTS

The RCU has identified five research assistants and five staff consultants located on four university campuses in Missouri. The universities involved are: University of Missouri-Columbia, University of Missouri-Kansas City, St. Louis University, and Washington University (St. Louis).

These research assistants are engaged in research and research related activities identified by the RCU. The staff consultants are providing supervision for the assistants. These positions are being filled on a contract basis with the University of Missouri-Columbia.

RELATION OF ACTIVITIES TO GOALS

Lack of staff has been the greatest problem of the RCU during the grant period. The availability of staff resources was the major determinant of activities undertaken by the Unit.

1. The greatest amount of progress was made in the development of the information system.
2. The Unit can provide only a minimal amount of information on manpower needs. However, meetings with the Division of Employment Security are being continued to work on this problem.
3. Two of the surveys have identified needs for inservice training. The appropriate sections are developing inservice programs for use in the field. A third project, the development of auto-instructional materials, will also provide inservice training activities.
4. With the exception of the development of the information system, the area of supportive services occupied most of the directors time. Services in the form of assistance in forms design, coding, statistics and computer programming were provided to staff members of the Department of Education.

CONCLUSIONS AND RECOMMENDATIONS

The largest portion of the RCU directors time was spent in (1) the development of an computer based retrieval system for research information, (2) providing supportive services for Department of Education staff, and (3) making presentations relative to RCU functions.

While the services of the research assistants will increase the capabilities of the Unit, it is felt that the objectives cannot be fully realized without additional professional staff attached directly to the Unit.

STAFF SUMMARY

NAME	TITLE OR FUNCTION	FUNDS FEDERAL	FUNDS LOCAL	PERIOD EMPLOYED	PERCENT OF TIME
Glenn White	Director	X		Full time	100%
Linda Batye	Secretary		X	Full time	100%

CERTIFICATION

Signature of Contract Officer	Date
Glenn White	2/4/70
Signature of Project Director	Date